

**Board of Directors of the Trujillo Trail DWID, SCC Arizona**  
**Meeting Minutes, November 16, 2023 at 5:00 P.M. MTS Time via Zoom**



1. **Call to Order & Roll Call:** Meeting called to order at 5:00 p.m. MST. J. Combo, D. Luckadoo, and J. Jenkins were present. Also present were F. Cassidy, E. Stubbs, K. Stubbs and M. Flanders.
2. **Approval of Agenda:** J. Combo moved to approve agenda, Seconded and unanimously approved.
3. **Approval of Minutes of September 11, 2023 Meeting and September 22, 2023 Meeting:** J. Combo moved to approve the minutes, Seconded and unanimously approved.
4. **Chair, Board Members, and/or Treasurer and Clerk Reports.** Summary of current events. J. Combo told the Board that moving to Chase bank has been a challenge, but all seems to be in order now.
5. **System Operator Report:** J. Jenkins indicated that the level indicators are repaired and appear to be working. They are being used to determine if we need to haul water. We've been doing well and haven't had to haul water this month. Echo canyon is just at 1/3. J. Combo mentioned that he sometimes uses flow meters at both yards, but they are not working properly at this time.
6. **Discussion and Possible Action regarding feedback from sole bidder, and project engineer if any, on pipeline project and board input on same and next steps.** J. Jenkins said that Hunter Contractors' bid was a little over \$1.6 million. He went to their offices and went through the bid pages and said they did a good job. They talked about options. They might be able to lower bid by \$100,000 if we could get an easement on the north side of Aliso Springs Rd. They would look into that, but the easement would probably cost us \$50,000. Instead of a controlled system, agricultural controls could be put in, but they can have leaking problems, so that is not looking like an option. WIFA should be pursued with regard to increasing our funding and see what might be forgivable on a \$1.7 million loan. J. Jenkins is copying Samantha with all of the correspondence, and she is talking to Evan. We may or may not be able to do another addendum or supplemental application to the present loan. Frank said he has dealt with having to go back to WIFA with an increase, but not the percentage that we are talking about. We created the district in order to install the pipeline. If we went forward with the minimum of required controls, we may be able to do it for less. Henson Excavation has indicated that he could do it for around \$700,000 if we trim down the proposal. That bid did include the pump station at 42. It wouldn't be redundant or have fiber communication for \$500,000 and \$200,000 for minimum controls. If we were able to get the increased financing, it could cost \$5,000 per District member, which would be spread out over time per property owner if we go with the higher bid. Henson Excavation is local, and he couldn't get the bid completed between the site visit and when the bids were due. There would be no coating of the tank and no pressure pumps for the building that Stubbs built. Just pressure pump system, 4" pipeline. We would have to rebid, so that anybody could bid on the new, reduced plan. We can reduce the existing plan and set up the bid process after redesigning the plan. We can strike out parts of the design plan. If we ask the engineer to make revisions would that be our cost? We would still have 3 pump stations. Fiber optics were discussed. However, we can use cell communication between 42 and Trujillo Trail instead of fiber optics and wouldn't have automated controls. We don't even know if WIFA will consider giving us more money. Samantha said that it would be possible to cut items out of the plan and they would

be supportive. We need to see if WIFA would approve us for more money and if they will forgive more on a larger loan amount. We are now at \$64 for an infrastructure fee. WIFA is in the business to help groups like ours to have water. We could work on both options at the same time. We can find out from WIFA to see what the time frame would be. We would probably need to reapply. E. Stubbs would work with D. Luckadoo to reduce scale of the present bid package or have the engineers do it if they would do it for no further charge. J. Jenkins suggested the Bobby DeAngelo could work on supplemental or re-apply for the extra million. We should approach Evan and Samantha to see what steps are needed to increase funding to \$1.7 million. and at the same time, E. Stubbs and D. Luckadoo would work on the scope of the project. Motion was made by J. Jenkins for board approval to have Bobby DeAngelo prepare a supplemental package for WIFA in order to reapply for the increase amount of \$1.7 million and J. Jenkins will speak with Evan and Samantha to get guidance and direction for consideration of a new loan, Seconded and unanimously approved. A motion was made by J. Combo that D. Luckadoo and E. Stubbs work to revise the existing engineering design package to eliminate and cut back in order reduce scope and cost and there would be a cutoff date for the new WIFA funding of 4 months and then authorize going to bid on the reduced scope assuming that Team Converse will do the cleanup for bidding purposes at no charge or a charge that can be charged off to WIFA, Seconded and unanimously approved.

**7. Discussion and Possible Action regarding Board support to submit another WIFA application for additional funding.** Discussed under Item 6.

**8. Discussion and Possible Action regarding approval to reimburse Board Members or District Clerk for Expenses incurred.** As J. Combo and M. Flanders are the only signers, J. Combo needs Board approval for the reimbursement of expenses. J. Combos expenses for checks for \$103.29 and a water meter in the amount of \$133.97. Anytime there is an expense to be reimbursed, it can be put on the agenda to be dealt with. D. Luckadoo asked if we have a tax-exempt certificate, so we don't have to pay sales tax. Frank will check, however, J. Jenkins pointed out that it is a very complex formula. E. Stubbs, as Treasurer, looked into it and it is not easy. We can ask our CPA to see if he can figure it out. Frank will fill the CPA in on the tax issues. D. Luckadoo made a motion to reimburse J. Combo for the above-mentioned expenses. Seconded and unanimously approved.

**9. Discussion and Possible Action regarding water meter improvements.** D. Luckadoo has a proposal for meters that can be automated and use a drive by system and can be updated. Options were given for Meters with Transmitter, for drive by system, curb stops, and non-return valves. The meters are \$193 each, curb stop is \$130, non return valves are \$120. There is a 20-year life span with built in battery for less than \$450. Another \$500 to install in the worst case. We can be automated in the future. They would just need wireless antennas. Is WIFA giving grants for replacing water meters? Would SEAGO write this up as a grant for us? J. Combo can talk to Keith Dennis, who will be the new director for SEAGO beginning in January. Regular meters have also increased in cost, so it is not a great increase in cost to us. This is definitely the type of meter we need to install. J. Jenkins wants automated meters and that seems to be what the grants are being approved for. Homeowners can log in and see what their usage is and it will contribute to conservation. J. Jenkins has a copy of the Marana grant which also can be shared with SEAGO. The attachments that D. Luckadoo sent to the Board will be shared with SEAGO by J. Combo. We need a couple of them right away. J. Jenkins will send J. Combo the Marana grant proposal to share with Keath Dennis and J. Combo will send J. Jenkins the WIFA loan app for \$700,000 to share with Bobby DeAngelo. J. Combo made a motion that we make the change to the new sensor meters and that we check with SEAGO regarding a grant for water meter and in the meantime, we purchase 2. Seconded and unanimously approved. J. Jenkins pointed out that

drinking water systems have regulatory requirements, so E. Stubbs and D. Luckadoo need to take that into consideration when they are scaling down the cost and scope of the pipeline project.

**10. Discussion and Possible Action regarding sharing cost of Zoom Pro meeting account and use with Aliso Springs Property Owners Association.** Request to share the expense of \$149.90 with ASPOA . Karol will manage the implementation of that, if the Board approves. Motion made by J. Jenkins, seconded and unanimously approved.

**11. Discussion and Possible Action regarding waiving transfer fees when one property is sold outside of a title company process.** This would only be within the District itself with no demand letter, to tracking of the transfer fees. It is not possible to do today because it is part of the Rates and Fees. We will have to defer it to the public Rates and Fees hearing. E. Stubbs pointed out that there have been suits over this issue where the entity lost.

**12. Call to the Public:** No public in attendance.

**10. Announcements:**

**10.A Next Meeting Date:** To be determined.

**10.B Future Agenda Items: Discussion and Possible action of Bid openings.** Discussion of new WIFA loan; Discussion of scaled down project specification and rebidding project. Discussion and possible action regarding the appointment of new Treasurer, Discussion and Possible Action to find new Clerk/Secretary., New meter reader and possible SEAGO grant.

**18. Executive Session:** None Required.

**19. Adjournment:** J. Jenkins moved to adjourn the meeting at 6:36, Seconded and unanimously approved.